



Borough of Rocky Hill
Borough Council Agenda
August 15, 2016
7:30 PM

1. CALL TO ORDER

2. SALUTE TO THE FLAG

3. NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT -

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 13, 2016. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk.

4. ROLL CALL

5. MAYOR'S COMMENTS

6. APPROVAL OF MINUTES

A. Motion to approve Regular Meeting Minutes 6/20/16

B. Motion to approve Executive Session Minutes 6/20/16

C. Motion to approve Regular Meeting Minuted 7/18/16

7. PUBLIC COMMENT— (MEMBERS OF THE PUBLIC WISHING TO ADDRESS THE MAYOR AND COUNCIL ARE REQUESTED TO STAND AND STATE THEIR NAME AND ADDRESS FOR THE RECORD.)

8. STATE POLICE REPORT

9. ENGINEER'S REPORT

10. CHIEF FINANCIAL OFFICER'S REPORT

11. DEPARTMENTAL REPORTS

A. Tax Collector Report July 2016

B. Municipal Court Report July 2016

12. APPROVAL OF VOUCHERS

13. COMMITTEE REPORTS

Administration & Records -R. Ashbaugh

Buildings & Grounds - T. Bremner

Finance & Insurance - p. Kartsonis

Public Safety & Emergency Services - B. Dawson

Streets & Roads - B. Uhrik

Water, Sewer & Environmental Protection - J. Hagemann

Council Representative to Planning Board - R. Ashbaugh

Council Liaison to Recreation Committee- P. Kartsonis

Council Representative to Board of Health - B. Uhrik

Zoning Official's Report - M. Blasch

Grants Committee - T. Bremner

14. SPECIAL BUSINESS

- A. RESOLUTION-2016-77 RESOLUTION OF THE BOROUGH OF ROCKY HILL, COUNTY OF SOMERSET, AUTHORIZING THE ACCEPTANCE OF CREDIT CARD, DEBIT CARD AND E-CHECK PAYMENTS FOR THE COLLECTION OF TAXES AND MUNICIPAL WATER/SEWER FEES IN ACCORDANCE WITH PROVISIONS OF N.J.A.C. 5:30-9.1 Et Seq.
- B. RESOLUTION-2016-78 Approving the Hiring of Billy Epps as the Recycling Coordinator for the Borough at an Hourly Rate of \$50.00
- C. Approval of Eric Lemon to Join the New Jersey Firemans Association

15. UNFINISHED BUSINESS

- A. Presentation from the Rocky Hill First Aid Squad Regarding an Ambulance Purchase
- B. RESOLUTION-2016-79 Ratifying the Council's Decision to Make a Final Payment to Think Pavers in the Amount of \$32,225.06
- C. ORDINANCE-2016-03 An Ordinance Authorizing the Business Lease Renewal of Certain Municipal Lands and Buildings, Being the South Room on the First Floor of Borough Hall, 15 Montgomery Avenue, in the Borough of Rocky Hill, to the Rocky Hill Cooperative Nursery School, for a Three (3) Year Period from July 1, 2016 to June 30, 2019.

16. NEW BUSINESS

- A. Storm Sewer Presentation

17. COMMUNICATIONS

18. PUBLIC COMMENT— (MEMBERS OF THE PUBLIC WISHING TO ADDRESS THE MAYOR AND COUNCIL ARE REQUESTED TO STAND AND STATE THEIR NAME AND ADDRESS FOR THE RECORD.)

19. ADJOURNMENT

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

Meeting: 08/15/16 07:30 PM
Department: Administration
Category: Agreement
Prepared By: Rebecca Newman
Initiator: Admin Manager
Sponsors:
DOC ID: 1124

SCHEDULED**MEETING TOPIC 2016-58**

Tax Collector Report July 2016

Collector's Cash Book Breakdown for July 2016. The Last Deposit Slip Number Was 37.

Borough of Rocky Hill Tax Office

Thu Aug 4 15:16:21 EDT 2016

| Description | Month To Date | Year To Date | Account |
|-------------------------|---------------|--------------|---------|
| Tax Search | 0.00 | 0.00 | 000163 |
| Twp Lien | 0.00 | 0.00 | 000163 |
| Dup Bill | 0.00 | 0.00 | 000163 |
| Tax Lien | 0.00 | 0.00 | 000163 |
| MUN CHARGES | 0.00 | 0.00 | 000163 |
| Unallocated | 0.00 | 0.00 | 000163 |
| Sc Dis | 0.00 | 0.00 | 000163 |
| Miscellaneous | 0.00 | 0.00 | 000163 |
| PREMIUM | 0.00 | 0.00 | 000163 |
| NSF CHECK | 0.00 | 0.00 | 000163 |
| 2015 Taxes | 0.00 | 36,913.61 | |
| Prior Year Taxes | 0.00 | 36,913.61 | 000163 |
| Current Year Taxes | 256,351.00 | 1,493,496.73 | 000163 |
| Prepaid Taxes 2017 | 0.00 | 0.00 | 000163 |
| Interest | 59.39 | 2,779.88 | 000163 |
| General Account Totals | 256,410.39 | 1,533,190.22 | |
| Totals for All Accounts | 256,410.39 | 1,533,190.22 | |

[Handwritten Signature] CTC
8/4/16

Attachment: 20160810165855273 (DOC-2016-58 : Tax Collector Report July 2016)

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

Meeting: 08/15/16 07:30 PM

Department: Administration

Category: Agreement

Prepared By: Rebecca Newman

Initiator: Admin Manager

Sponsors:

DOC ID: 1123

SCHEDULED**MEETING TOPIC 2016-59**

Municipal Court Report July 2016

Municipal Court of Rocky Hill Borough

Monthly Statistical & Financial Report for the Month of: July 2016

New Cases Filed: TRAFFIC

Parking 0 Moving 13 DWI 0

Cases Disposed:

Parking 0 Moving 13 DWI 0

New Cases Filed: CRIMINAL

Indictable 0 Disorderly 0 Other 0

Cases Disposed:

Indictable 0 Disorderly 0 Other 0

RECEIPTS: 1471.00

DISBURSEMENTS

551.24
- 2
275.62

RHB = 275.62
SBB = 275.62

| | |
|--|---------------|
| N.J. Motor Vehicle Services | <u>532.76</u> |
| ATS Surcharge/State of N.J. | <u>60.00</u> |
| Title 39 Split/County Treasurer | <u>299.00</u> |
| Rocky Hill Borough | <u>551.24</u> |
| Rocky Hill Borough (interest) | <u>(3.72)</u> |
| Rocky Hill Borough (public defender fee) | <u>0</u> |
| Rocky Hill Borough (POAA) | <u>0</u> |
| VCCB/State of N.J. | <u>0</u> |
| DEDR/State of N.J. | <u>0</u> |
| State Lab/State of N.J. | <u>0</u> |
| Safe Neighbor Fund/State of N.J. | <u>0</u> |
| Web Fees/State of N.J. | <u>20.00</u> |
| Conditional Discharge Fee/State of N.J. | <u>0</u> |
| Division of Fish & Wildlife | <u>0</u> |
| State Parks & Forest | <u>0</u> |
| Restitution | <u>0</u> |
| Other | <u>0</u> |

TOTAL 1471.00

Cindy Hooven, C.M.C.A.



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2016-77

**RESOLUTION OF THE BOROUGH OF ROCKY HILL, COUNTY OF SOMERSET,
AUTHORIZING THE ACCEPTANCE OF CREDIT CARD, DEBIT CARD AND E-
CHECK PAYMENTS FOR THE COLLECTION OF TAXES AND MUNICIPAL
WATER/SEWER FEES IN ACCORDANCE WITH PROVISIONS OF N.J.A.C. 5:30-9.1
Et Seq.**

WHEREAS, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9.1 et seq. authorizing municipalities to accept credit card, debit card, and e-check payments in accordance with the provisions of the Administrative Code; and

WHEREAS, in order for a municipality to accept these forms of payment, a resolution must be adopted by the governing body authorizing the same and stating the type of obligations which can be paid by electronic receipts and the types of electronic receipt that will be permitted; and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Rocky Hill to authorize the payment of municipal tax bills and water/sewer bills; and

WHEREAS, it is the intention of the Mayor and Council of the Borough of Rocky Hill to authorize the Tax Collector's Office and Utility Collector's Office to accept payment by credit card, debit card, or e-check for those fees, costs, or other payments associated with those departments as set forth above; and

WHEREAS, the utilization of credit cards, debit cards, and e-checks for payment of these tax payments, utility charges, fees, and costs must be in accordance with the provisions of N.J.A.C. 5A:30-9.1 et seq;

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Rocky Hill, County of Somerset, as follows:

1. That the Mayor and Council do hereby authorize the Tax Collector's Office and Utility Collector's Office to accept credit card payments, debit card payments, and e-check payments for the payment of municipal tax bills and water/sewer bills.
2. That the use of these electronic fund payments is subject to the provisions of N.J.A.C. 5:30-9.1 et seq.
3. That the Borough shall continue to also accept payments made by non-electronic means.

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Jeff Donahue, Mayor

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on August 15, 2016.

Rebecca P. Newman, RMC
Borough Clerk



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2016-78

**Approving the Hiring of Billy Epps as the Recycling Coordinator for the Borough at an
Hourly Rate of \$50.00**

WHEREAS, the Borough of Rocky Hill desires to hire a recycling coordinator; and

WHEREAS, Billy Epps possesses the necessary qualifications to perform the duties of recycling coordinator; and

WHEREAS, Billy Epps will be compensated \$50.00 per hour.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill that Billy Epps is hereby hired as the Borough's Recycling Coordinator at a rate of \$50.00 per hour.

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Jeff Donahue, Mayor

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on August 15, 2016.

Rebecca P. Newman, RMC
Borough Clerk

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

Meeting: 08/15/16 07:30 PM
Department: Administration
Category: Appointment
Prepared By: Rebecca Newman
Initiator: Admin Manager
Sponsors:
DOC ID: 1121

SCHEDULED**MEETING TOPIC 2016-60**

Approval of Eric Lemon to Join the New Jersey Firemans Association

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

Meeting: 08/15/16 07:30 PM

Department: Administration

Category: Agreement

Prepared By: Rebecca Newman

Initiator: Admin Manager

Sponsors:

SCHEDULED

MEETING TOPIC 2016-61

DOC ID: 1126

Presentation from the Rocky Hill First Aid Squad Regarding an Ambulance Purchase



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2016-79

**Ratifying the Council's Decision to Make a Final Payment to Think Pavers in the Amount
of \$32,225.06**

WHEREAS, Think Pavers completed the Washington Street Improvements; and

WHEREAS, Think Pavers completed all items on the remaining punch list; and

WHEREAS, Think Pavers submitted a change order for additional items completed; and

WHEREAS, at a meeting held on July 18, 2016 the Borough Council discussed releasing the final payment of \$32,225.06; and

WHEREAS, the Borough Council decided to release the funds.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey that the decision to release final payment of \$32,225.06 is hereby ratified.

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Jeff Donahue, Mayor

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on August 15, 2016.

Rebecca P. Newman, RMC
Borough Clerk



Ordinance # ORDINANCE-2016-03

AN ORDINANCE AUTHORIZING THE BUSINESS LEASE RENEWAL OF CERTAIN MUNICIPAL LANDS AND BUILDINGS, BEING THE SOUTH ROOM ON THE FIRST FLOOR OF BOROUGH HALL, 15 MONTGOMERY AVENUE, IN THE BOROUGH OF ROCKY HILL, TO THE ROCKY HILL COOPERATIVE NURSERY SCHOOL, FOR A THREE (3) YEAR PERIOD FROM JULY 1, 2016 TO JUNE 30, 2019.

WHEREAS, the Council of the Borough of Rocky Hill has determined that it is in the public interest to renew the Business Lease for that area known as the South Room on the first floor of Borough Hall, 15 Montgomery Avenue, Borough of Rocky Hill, to the Rocky Hill Cooperative Nursery School ("Rental Space") for a three (3) year period from July 1, 2016 to June 30, 2019; and

WHEREAS, the Rocky Hill Cooperative Nursery School is a non-profit corporation enjoying both State of New Jersey as well as Federal tax exempt status; and

WHEREAS, the Council has deemed it to be for the good and general welfare of the Borough of Rocky Hill to enter into a Business Lease Renewal for the Rental Space to the Rocky Hill Cooperative Nursery School; and

WHEREAS, pursuant to N.J.S.A. 40A:12-14, the Borough is authorized to lease the Rental Space to the Rocky Hill Cooperative Nursery School because the Rental Space is not needed by the Borough and the Rocky Hill Cooperative Nursery is a non-profit corporation providing a public purpose.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

- . That the Mayor and Borough Clerk are hereby authorized to execute all such documents as are necessary to enter

into the attached Business Lease Renewal with the Rocky Hill Cooperative Nursery School for the South Room on the first floor of Borough Hall, 15 Montgomery Avenue, Rocky Hill, New Jersey.

- . That the Rental Space is not needed by the Borough.
- . That the Rocky Hill Cooperative Nursery School is a non-profit corporation providing services which benefit the residents of the Borough and surrounding communities.
- . That the Business Lease Renewal shall be for three (3) years, commencing on July 1, 2016 and ending on June 30, 2019, on the same terms and conditions of the Business Lease except that the annual rent shall be \$15,000.00 per year, payable over the ten (10) month school year, September to June, in monthly installments of \$1,500.00, and with the Business Lease, as amended, remaining in full force and effect.
- . That all terms, covenants and conditions of the Business Lease, First, Second and Third Amendments to Business Lease, including Business Lease Renewals shall be the responsibility of the Rocky Hill Cooperative Nursery School.
- . That the Rocky Hill Cooperative Nursery School shall comply with the following reporting requirements of N.J.S.A. 40A:12-14, which requirements shall be to the Council of the Borough of Rocky Hill:

...annually submit a report to the officer, employee or agency designated by the governing body, setting out the use to which the leasehold was put during each year, the activities of the lessee undertaken in furtherance of the public purpose for which the leasehold was granted; the approximate value or cost, if any, of such activities in furtherance of such purpose; and an affirmation of the continued tax-exempt status of the nonprofit corporation pursuant to both State and federal law.

. That this Ordinance shall become effective according to law.

ATTEST:

BOROUGH OF ROCKY HILL

Rebecca Newman, Clerk

Jeff Donahue, Mayor

Introduction _____

Final Adoption _____

Introduced and passed on first reading:
:

ATTEST:

APPROVED: _____

Rebecca Newman, Borough Clerk

Edward Zimmerman, Mayor

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

Meeting: 08/15/16 07:30 PM

Department: Administration

Category: Agreement

Prepared By: Rebecca Newman

Initiator: Admin Manager

Sponsors:

DOC ID: 1127

SCHEDULED**MEETING TOPIC 2016-62**

Storm Sewer Presentation